

Falcon Housing Association C.I.C Office
3.30, 3rd Floor, Lighthouse View,
Spectrum Business Park, Seaham, Co
Durham, England, SR7 7PR
Tel: 0191 406 4857

Instruction to your bank or building society to pay by Direct Debit

Name(s) of account holder(s)

Bank/building society account number

Savings Society account number:							

Branch sort code

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Name and full postal address of your bank or building society

To: The Manager

Bank/building society

Address

Postcode

Service User Number

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Reference

[illegible]**Instruction to your Bank or Building Society**

Please pay APS Re Falcon Housing Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with APS Re Falcon Housing and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Print name:

Date _____

Banks and building societies may not accept Direct Debit Instructions for some types of account

This guarantee should be detached and retained by the payer.

DDI2

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit APS Re Falcon Housing will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request APS Re Falcon Housing to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by APS Re Falcon Housing or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
 - If you receive a refund you are not entitled to, you must pay it back when APS Re Falcon Housing asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.